

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: December 15, 2015

Treasurer's Report for November 2015

Balance Sheet Items:

Cash balances: \$ 5,298,473 (includes emergency vehicles account)

2015 taxes outstanding: \$ 3,274,299 (71% of commitment collected). As of December 14, 91% of the commitment has been collected.

2014 taxes outstanding: \$ 59,485

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$ 1,725,977 (exceeds forecast).

Excise taxes, the most significant component of this forecast will exceed the projected amount. Ten year history of excise tax collections:

2006	\$1,020,553	2011	\$ 925,832
2007	\$1,004,663	2012	\$ 940,209
2008	\$958,430	2013	\$ 1,020,634
2009	\$935,828	2014	\$1,048,817
2010	\$920,384	2015	\$1,069,483

Revenues from the recycling center & transfer station will also exceed projections.

Revenues not available to reduce the commitment: \$142,889. Proceeds from the sale of the Hildreth Road property are assigned to the land acquisition and Town property improvement fund.

Legal expenditures totaled \$45,905 in the first eleven months of the year, however, this amount includes only 10 months of services. November billings which are on this week's warrant are \$6,343. For the year, legal expense includes \$8,293 related to the former West Harpswell School and \$8,767 relating to Mackerel Cove. Account balances which are likely to lapse in part include planning, marine consultant services and shellfish conservation measures. Reserves related to the former West

Harpwell School will also lapse. The combination of revenues exceeding forecasts and the lapsing of appropriations should restore a substantial portion of the excess fund balance used in 2015 to reduce the commitment.

On December 9, 2015, liens placed to secure 2013 property taxes automatically foreclosed as long as notices of impending foreclosure were sent within the required timeframe. For 2 parcels, those taxes were unpaid.

**TRIAL
BALANCE**

	December 31, 2014	November 30, 2015
Assets:		
Cash, including petty cash	\$4,992,844.63	\$5,298,473.20
Taxes Receivable:		
2015		\$3,274,298.64
2014	\$356,542.93	\$59,485.38
2013	\$60,710.14	\$14,292.14
2012	\$1,217.76	\$395.71
Prior years	\$6,398.93	\$998.74
Tax Abatements		\$1,952.50
Tax Supplement		(\$162.24)
Prepaid Expenses & Tax-Acquired Property Accounts Receivable	\$17,147.00	\$22,547.19
	\$59,503.69	\$2,855.84
TOTAL ASSETS	\$5,494,365.08	\$8,675,137.10
Liabilities and Deferred Revenues:		
Fees Collected for the State	\$7,312.28	\$8,604.96
Amts Withheld (Advanced)		(\$8,005.12)
Accounts Payable and Other Liabilities	\$29,203.62	\$475.00
Prepaid/Overpaid Taxes & Refunds	\$5,060.61	\$120.66
Prepaid Mooring Fees & Licenses	\$1,900.00	\$875.00
Deferred Revenue	\$286,465.00	\$270,000.00
Total Liabilities & Deferred Revenues	\$329,941.51	\$272,070.50
Fund Balance:		
Commitment		\$11,265,823.96
Interfund Liability - Special Revenue Funds*	\$38,367.15	\$38,217.15
- Bandstand Fund	\$8,242.85	\$8,242.85
Capital Project Carryover	\$1,132,738.00	\$1,132,738.00
Amounts Carried forward	\$558,720.00	\$558,720.00
Fund Balance:	\$3,426,355.57	(\$4,600,675.36)
TOTAL LIABILITIES & FUND BALANCE	\$5,494,365.08	\$8,675,137.10
* Recreation and grant programs		

Non-property tax Revenues

	11/30/2014	11/30/2015	% of Forecast	Forecast
Excise taxes (auto, boat)	\$973,025.34	\$1,069,482.56	101.86%	\$1,050,000
Registrations (auto, boat, atv, snomobile)	\$20,886.20	\$19,942.50	90.65%	\$22,000
Permits (building, plumbing, planning bd)	\$86,903.87	\$80,332.26	94.51%	\$85,000
Fees (moorings, passports, bd of appeals)	\$87,054.00	\$83,933.00	100.40%	\$83,600
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$28,192.65	\$27,882.65	110.21%	\$25,300
Franchise Fee	\$40,152.65	\$41,241.10	51.55%	\$80,000
Copies	\$3,764.00	\$3,112.15	88.92%	\$3,500
R/C & Transfer Station (fees & sales)	\$150,300.43	\$149,692.56	96.27%	\$155,500
Interest	\$6,113.56	\$5,895.93	73.70%	\$8,000
Donations	\$9,800.00	\$10,250.00	102.50%	\$10,000
Refunds and other	\$2,100.44	\$5,482.95	342.68%	\$1,600
Property Sales & Leases	\$3,473.22	\$2,200.00	88.00%	\$2,500
Interest on Prop. Tax & Lien Charges	\$15,664.26	\$17,485.86	83.27%	\$21,000
Other State Reimbursements (URIP, GA, etc.)	\$56,717.15	\$58,360.82	108.08%	\$54,000
Tower Lease	\$20,563.05	\$21,179.94	100.86%	\$21,000
FEMA MEMA reimbursement		\$3,178.97		
Purchase of West Harpswell School	\$22,920.00	\$30,000.00		
Subtotal	\$1,527,630.82	\$1,629,653.25	100.41%	\$1,623,000
Revenue Sharing	\$58,272.23	\$63,983.62	106.64%	\$60,000
Homestead Exemption & BETE	\$31,455.00	\$32,340.00	107.80%	\$30,000
Total Available to Reduce the Commitment	\$1,617,358.05	\$1,725,976.87		\$1,713,000
Recreation Fees (excluded from forecast)	\$46,054.39	\$45,252.01		
Grants & Gifts with specified purposes	\$17,793.37	\$26,685.69		
Lease payments from Harpswell Coastal Academy	\$3,080.00			
Comcast Grants	\$5,400.00	\$5,400.00		
Proceeds from Sale of Tax-acquired parcel	\$701.98	\$64,635.00		
Interest on Emergency Vehicle A/C		\$916.10		
Proceeds from long-term borrowing	\$600,000.00			
Total (Agrees to Revenue Control)	\$2,290,387.79	\$1,868,865.67		

Condensed Appropriation Control

	Expended or Encumbered		Appropriations & Carryovers	
	2014	2015		
General Gov't, incl. Elected Officials	\$403,531.71	\$433,904.04	\$476,604.00	91.04%
Risk Management	\$53,161.60	\$51,908.00	\$57,840.00	89.74%
Employee Benefits	\$304,909.91	\$312,402.81	\$350,257.00	89.19%
Town Departments:				
Assessing	\$63,705.87	\$66,558.43	\$76,360.00	87.16%
Codes Enforcement	\$103,513.89	\$106,604.25	\$118,172.00	90.21%
Tax Collector's Office	\$26,048.99	\$30,608.14	\$32,415.00	94.43%
Town Clerk's Office	\$40,534.31	\$41,198.14	\$53,034.00	77.68%
Town Planner	\$66,512.64	\$32,698.04	\$78,318.00	41.75%
Committees & Commissions	\$1,994.18	\$1,559.53	\$6,110.00	25.52%
Treasurer	\$20,421.93	\$25,632.71	\$28,269.00	90.67%
Harbormaster	\$36,811.65	\$41,204.43	\$43,788.00	94.10%
Animal Control	\$21,303.77	\$22,938.43	\$25,707.00	89.23%
Facilities:				
Municipal Buildings	\$67,681.10	\$64,570.98	\$85,650.00	75.39%
Cedar/Robinhood Beach	\$8,668.14	\$1,241.85	\$2,500.00	49.67%
Town Dock & Landings	\$1,861.52	\$23,826.74	\$32,524.00	73.26%
EMS Building	\$4,482.18	\$3,995.67	\$6,300.00	63.42%
Cemeteries	\$3,630.00	\$10,685.00	\$11,000.00	97.14%
Public Works:				
Recycling Ctr. & Transfer Stn.	\$291,289.21	\$278,714.85	\$323,690.00	86.11%
Road Maintenance	\$61,180.19	\$51,855.74	\$70,000.00	74.08%
Snow Removal	\$354,742.17	\$383,163.74	\$430,418.00	89.02%
Signs	\$2,285.52	\$3,105.53	\$2,500.00	124.22%
Protection & Safety:				
Law Enforcement	\$353,968.17	\$362,665.17	\$362,666.00	100.00%
Marine Patrol	\$168,595.49	\$186,640.82	\$198,855.00	93.86%
Marine Consultant	\$11,562.50	\$8,599.34	\$26,002.00	33.07%
Fire & Rescue Dept. Operations	\$180,000.00	\$180,000.00	\$180,000.00	100.00%
Paramedics, Wardens & Other	\$248,564.54	\$288,520.21	\$290,354.00	99.37%
Street Lighting	\$19,560.81	\$21,925.27	\$28,000.00	78.30%

Social & Cultural:

General Assistance	\$7,477.12	\$12,849.12	\$15,300.00	83.98%
Social Services	\$16,880.00	\$17,880.00	\$17,880.00	100.00%
Cultural	\$200,719.72	\$241,410.00	\$243,410.00	99.18%
Recreation Programs	\$63,844.48	\$56,546.02	\$14,500.00	389.97%
Recreation Dept.	\$21,579.92	\$29,458.00	\$28,899.00	101.93%

Special Projects & Capital Reserves:

Special Projects	\$47,102.37	\$85,441.82	\$241,921.00	35.32%
Capital Reserves	\$948,393.39	\$532,310.33	\$1,631,499.00	32.63%
Mitchell Field	\$28,241.66	\$12,547.34	\$33,181.00	37.81%

Other:

Contingency			\$33,318.00	0.00%
Debt Service	\$490,256.81	\$543,168.07	\$560,000.00	96.99%
Grants		\$17,014.00	\$62,520.00	27.21%
West Harpswell school	\$15,759.08	\$694.58	\$4,000.00	17.36%

Total Municipal Budget **\$4,760,776.54** **\$4,586,047.14** **\$6,283,761.00**

MSAD # 75	\$6,599,386.67	\$6,983,505.00		
Cumberland County	\$1,183,087.00	\$1,255,204.00		

TOTAL **\$12,543,250.21** **\$12,824,756.14**

Note 1: As of November 30, Recreation Revenues totaled **\$45,252**. These revenues offset program costs.